



Standard Operating Guideline	
SOG Name:	Emergency Event Call-Out & Stand By
SOG Number:	400.27
Standard:	TBD
Guideline Owner:	Administration
Implementation Date:	May 31, 2017
Date of Last Revision:	April 20, 2021
Authority:	Larry H. Williams, Jr, Fire Chief

PURPOSE: In the event of a major emergency, any Chief Officer or a designee may implement a recall of off-duty personnel for Call-Out to either fill needs at an emergency event or to place reserve apparatus in service to meet the anticipated need of the City.

SECTION 1

Members are personally responsible for keeping Fire Administration and shift Battalion Chiefs advised of their current home address and telephone number. This information will be maintained on file with the Fire Administration and the Communications Center.

SECTION 2

Call-Out of personnel shall be initiated when needed for emergency situations. Standby of personnel may be initiated if there is an anticipated need for members later.

SECTION 3

Call-Out and Standby will be for the ranks and positions (example: medics) that are needed. Chief Officer(s) will determine the department's need and recall accordingly.

SECTION 4

1. Emergency recall will be made by text message to target personnel (example: Fireall, Medics, HazMat Techs) giving specific information about the department's need and contact information followed up by telephone number to call. Emergency call-back will be performed as quickly as possible.
2. Emergency call-back personnel should contact the person or number noted in the text message
3. In the event that response to the page is not sufficient to meet the department's need, members will be contacted by telephone.
4. Members are responsible for reporting to duty within a reasonable time in the event of a recall of all off duty shifts. Members on administrative or sick leave will not respond. Members on vacation or off-duty, if in the City of Dothan and notified, will report to duty. Recall of the off-duty shifts will, in each instance; be followed up with reports through channels showing who reported and the time. Any member that has used alcohol shall report such by phone and shall not report for duty.

(Signature on File)

Larry H. Williams, Jr.
Fire Chief
DOTHAN FIRE DEPARTMENT